

**CITY OF NEW ORLEANS  
DEPARTMENT OF PROPERTY MANAGEMENT  
DIVISION OF CEMETERIES**

**COMMERCIAL FILMING REQUEST FORM**

|   |   |
|---|---|
| <b>Project Name</b>   |   |
| <b>Sponsor Agency</b>   |   |
| <b>Address</b>  |   |
| <b>City, State, Zip Code</b>  |   |
| <b>Agency Representative</b>  |   |
| <b>Representative Phone</b>   |   |
| <b>Representative Email</b>   |   |
| <b>Cemetery</b>   | <input type="checkbox"/> Lafayette Cemetery No. 2<br><input type="checkbox"/> Valence Cemetery<br><input type="checkbox"/> Carrollton Cemetery No. 1 ("Green Street")<br><input type="checkbox"/> St. Mary's Cemetery ("Carrollton Cemetery No. 2")   |
| <b>Type of Project</b>  | <input type="checkbox"/> Commercial Film<br><input type="checkbox"/> Commercial Photography<br><input type="checkbox"/> Student Project<br><input type="checkbox"/> Virtual or Social Media Content<br><input type="checkbox"/> B-Roll Only<br><input type="checkbox"/> Other (please specify): |
| <b>Film New Orleans Permit #</b>                                      |   |
| <b>Description of Scene</b><br>(attach additional pages if necessary) |   |
| <b>Location Date</b>  |   |
| <b>Location Time</b>  |   |
|   |   |

|                               |  |
|-------------------------------|--|
| <b>Number of Participants</b> |  |
| <b>Equipment</b>              |  |
| <b>Vehicles</b>               |  |

Sponsors, representatives, participants and drivers must be familiar with and abide by the Rules and Regulations of the Division of Cemeteries, along with all City of New Orleans ordinances. As the agency representative, I accept full responsibility for the conduct of all agents and participants during the filming or photography.

Additionally, I certify that if the sponsor agency or any of its representatives damages the cemetery or its facilities in any way, the sponsor agency agrees to pay all costs to repair the damage.

As agency representative, I certify that the sponsor agency and all of its representatives hereby release the City of New Orleans, the Department of Property Management, the Division of Cemeteries, its officers, employees, and agents from any and all liability, loss, attorney's fees, or other expenses whatsoever resulting from personal injury, including death, property damage, or loss arising from the use of cemetery property on the date(s) specified herein. The sponsor agency further agrees to indemnify and to hold harmless the City of New Orleans from any and all liability, loss, attorney's fees, or other expenses resulting from negligent or intentional misconduct or that of its guests, employees, or agents during the use of the cemetery property.

By signing below, I certify that the information that I provided is accurate and complete to the best of my knowledge and ability.

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Agency Representative

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Date